

| REPORTS INVENTORY | | | | | | CONTROL NO. | |
|--|-------------|--|------------------|---|-----------------|--|--------------------------------|
| PREPARE IN DUPLICATE | | | | | | DDS/OF-083 | |
| 1. TITLE OF REPORT (If a fill-in report include Form No.) Report of Inventory of Cash and Commodity Assets in the Custody of the C/Monetary Division | | | | | | 2. TYPE OF REPORT <input checked="" type="checkbox"/> STATISTICAL <input checked="" type="checkbox"/> NARRATIVE <input type="checkbox"/> MACHINE-NAME LISTING | |
| 3. FUNCTIONAL AREA | | PERSONNEL LOGISTICS MEDICAL | | TRAINING SECURITY FINANCE | | ADMIN. GENERAL OTHER (specify) | |
| 4. NO. OF COPIES PREPARED 7 | | 5. FREQUENCY (weekly, monthly, quarterly, etc.) Quarterly | | 6. DISTRIBUTION (No. of components not number of copies) 3 | | | |
| 7. FORMAT (memorandum, form computer print-out, etc) Memorandum | | 8. ADP PROCESSING YES <input checked="" type="checkbox"/> NO | | 9. DIRECTIVE AUTHORITY REQUIRING REPORT Memo 9-12-57 from C/Finance to C/ICAD | | | |
| 10. PREPARING COMPONENT (include lowest level contributing information to report) PPS | | | | 11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.) | | | |
| 12. COST FACTORS | | | | | | | |
| A. MANUAL PREPARATION AND REVIEW COSTS | | | | | | | |
| GRADE | HOURLY RATE | X | HOURS PER REPORT | = | COST PER REPORT | X | TIMES PREPARED = COST PER YEAR |
| GS-09 | \$ 6.17 | | 95.8 | | \$591.08 | 4 | \$ 2,364.32 |
| GS-06 | 3.86 | | 1 | | 3.86 | 4 | 15.44 |
| | | | | | | \$ 2,379.76 | |
| B. COSTS OF COMPUTER PRODUCED REPORTS | | | | | | | |
| | | | | | | | |
| TOTAL COSTS PER YEAR | | | | | | \$ 2,379.76 | |
| 13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT. Contained in memo referenced in section 9, above. | | | | | | | |
| 14. FUTURE GOALS | | | | | | | |
| GOAL PROPOSED BY COMPONENT FOR THIS REPORT <input checked="" type="checkbox"/> RETAIN AS IS <input type="checkbox"/> CHANGE <input type="checkbox"/> DISCONTINUE | | | | | | ESTIMATED SAVINGS MAN-HOURS DOLLARS STAT | |
| 16. DATE OF INVENTORY 23 Sept. 1970 | | 17. NAME AND TITLE OF PERSON FURNISHING INFORMATION | | | | | 18. EXTENSION |